

**VILLAGE OF GRAFTON**  
**PLAN COMMISSION MEETING MINUTES**  
**TUESDAY, NOVEMBER 27, 2012**

The Plan Commission meeting was called to order at 6:00 p.m. by Chair Jim Brunnuquell. The Pledge of Allegiance followed.

Plan Commission members present: Jim Brunnuquell, Alan Kletti, Amy Plato, Richard Rieck, Carl Harms, and Mark Paschke

Plan Commission members absent: Randy Silasiri

Staff Present: Director of Planning and Development Michael A. Rambousek and Administrative Secretary, Deborah A. Brown.

**MINUTES**

Motion by Commissioner Kletti, seconded by Commissioner Harms, to approve the October 23, 2012, Plan Commission meeting minutes as presented.  
Approved unanimously.

**HEAR PERSONS REQUESTING TO BE HEARD**

None

**REVIEW AND CONSIDERATION OF SIGN VARIANCE FOR COLDER'S /  
FLANNER'S LOCATED AT 2600 WASHINGTON STREET**

Director of Planning and Development, Michael A. Rambousek, reviewed and outlined the request for a sign variance for Flanner's which was requested by Steve Crowley, for the building located at 2600 Washington Street, also commonly referred to as the Colder's building. The sign variance requested seeks additional area of wall signage for two Flanner's wall signs.

Previously, Colder's received a sign variance that allowed the building to exceed the total allowable wall sign area for the Colder's signs. As a tenant in the building, Flanner's is allowed its own wall signage, but as indicated that maximum area for this type of signage has been already exceeded for the building.

Present from Flanner's was Steve Crowley and Randy Felker of Colder's.

Director Rambousek indicated that Colder's originally received approval for a sign variance in 2003 that allowed the requirement of 180 total square feet of wall signage to be accepted. Currently the two Colder's wall signs are approximately 360 square feet of total sign area which already exceeds the maximum allowed by 180 additional square feet.

Director Rambousek further stated that the Flanner's wall signage is proposed for two locations. One is located on the west building elevation just below the Colder's wall sign. The other is located at the front entrance, again just below the wall sign. The signs are approximately 36 square feet each in total area and are approximately 12 feet by 3 feet in dimension. As a result, the Flanner's wall signage will add another 72 square feet to the buildings existing total of 360 square feet, which is a grand total of 432 square feet of total wall signage. The proposed signs will be mounted as individually channel-mounted letters at each location. Given the fact that Flanner's is allowed two wall signs within, the applicant worked with the Planning and Development Staff so the size of those signs are not too large or overbearing and the two Colder's facades are very long, the Planning and Development Staff, is comfortable with the sign variance request as presented.

Mr. Crowley indicated that his customers have had difficulty in finding the location of Flanner's. They are here tonight requesting the sign variance so that the two wall signs will guide their customers where Flanner's is located in the Village of Grafton.

Plan Commissioner Harms inquired whether the signage would have lighting.

Mr. Felker responded by stating that yes they would.

Chair Brunnuell confirmed that this sign variance would only be allowed for the Flanner's tenancy.

Director Rambousek confirmed that it is recommended that the sign be approved with that condition.

Plan Commission members then moved forward with the approval of the sign variance.

Motion by Commissioner Rieck, seconded by Commissioner Paschke, to approve the sign variance request for the building located at 2600 Washington Street for two Flanner's wall signs consisting of 36 square feet each, subject to the sign variance being limited to Flanner's length of occupancy in the building only and no other building occupant (including the primary occupant). Approved unanimously.

## **REVIEW AND RECOMMENDATION REGARDING LAND DONATION FROM ALFRED AND JUNE KOHLWEY FOR PARK PURPOSES AND INITIAL DISCUSSION OF LAND USE MAP AMENDMENT AND REZONING OF THE PROPERTY LOCATED AT 1127 KEUP ROAD**

Director Rambousek presented the land donation offer from Alfred and June Kohlwey for park purposes at Grafton Lions Park. He stated that Alfred and June Kohlwey, trustees of the Kohlwey Living Trust and represented by Attorney Timothy Schoonenberg, are giving a donation to the Village of Grafton that consists of the property located at 1127 Keup Road to be used for public use at Grafton Lions Park.

The donation of this land will include all of this property save for 15 feet located at the southern border of the parcel. If the donation is accepted by the Village of Grafton, it must first be reviewed by the Plan Commission with a recommendation to the Village Board.

Director Rambousek explained the three other steps involved in the review and consideration process after the donation is accepted. First, a public hearing to amend the Village of Grafton Comprehensive Master Plan 2035 land use map from its current Medium Density Single Family Designation to Park and Recreation Use Designation. In addition, the Village of Grafton Park and Open Space Plan must be amended to include this property as part of Grafton Lions Park. Finally, the property would need to be rezoned from R-2 Single Family District to PR – Park and Recreation District.

Director Rambousek informed the Plan Commission members that this matter would be considered and certified/accepted at the next Village Board meeting being held on December 3, 2012. After that this will return to Plan Commission on December 18, 2012 for public hearing and consideration of plan amendment and rezoning. Then on January 2, 2013, Village Board would approve the consideration and certification of land use. He also stated that the certified survey map (CSM) provided identifies the subject property at Lot 1, which is .41 acres located directly south of the pond located in Grafton Lions Park. Once the property is donated to the Village of Grafton, the Village will convey by “quit claim” deed 15 feet along the southern lot line to the existing lot (1141 Keup Road) to the south.

Chair Brunnquell also stated that the Village Board has also been made aware of this donation and will vote on it at their next meeting.

Motion by Commissioner Kletti, seconded by Commissioner Harms, to recommend the Village Board acceptance of the donation of the property located at 1127 Keup Road. Approved unanimously.

## **REVIEW AND DISCUSSION OF PROPOSED TRANSIENT STREET MERCHANT ORDINANCE FOR THE VILLAGE OF GRAFTON**

As background, Director Rambousek updated the Plan Commission on the proposed Transient Street Merchant Ordinance. He stated that the Grafton Area Chamber of Commerce has reviewed these regulations and is comfortable with them as proposed. He also noted that previously, the Village of Grafton does not have any existing regulations of record regarding transient or “push-cart” type of merchants. These merchants place existing conventional “brick and mortar” retail businesses at a disadvantage because they have much lower overhead costs and do not pay property taxes. This is especially true in the downtown, where transient merchants take advantage of the higher density and pedestrian infrastructure created by conventional downtown business.

As a result, the Planning and Development Staff has included draft ordinance language in this report for the Plan Commission to review. If the Plan Commission is comfortable with the proposed language, the Planning and Development Staff will return at the

subsequent meeting with a proposed ordinance that would be included in Chapter 5 – Business Regulations, in the Village of Grafton Municipal Code.

The Plan Commission then reviewed the drafted document and was ready to move forward with Public Hearing to be scheduled in December 18, 2012.

Commissioner Harms questioned the individual downtown businesses owners that would request a cart type display and whether they would need to apply for this merchant permit.

Director Rambousek responded by stating that they would not have to apply because they would not be considered a Transient Street Merchant.

Commissioner Kletti asked for examples of a transient street merchant.

Chair Brunnquell answered that the hot dog stand located downtown at 12th Avenue and Washington Street would be a good example of this type of transient street merchant.

Motion by Commissioner Paschke seconded by Commissioner Plato, to direct the Planning and Development Staff to schedule a public hearing for the proposed Transient Street Merchant Ordinance for the Village of Grafton Municipal Code. Approved unanimously.

#### **OLD BUSINESS**

Chair Brunnquell updated the Plan Commission members in regards to the Meijer project.

#### **NEW BUSINESS**

Director Rambousek also reminded the Plan Commission that the next meeting will be held on Tuesday, December 18, 2012 at 6:00 p.m. because of the holiday season.

#### **ADJOURN**

Motion made by Commissioner Rieck, seconded by Commissioner Paschke, to adjourn the Plan Commission meeting at 6:22 p.m. Approved unanimously.